

**Minutes of Career Trek Inc. Annual General Meeting
Wednesday, November 21, 2018
Golden Boy Room – Manitoba Legislative Building, 450 Broadway, Winnipeg**

1. Call to Order

The theme for the meeting and gathering was “Career Trek: The People and the Passion”.

Greg Link acted as host for the Meeting and called the meeting to order at 4:58 p.m. An written report was made available to members in attendance. A proposed Agenda was also made available.

Greg welcomed everyone to the meeting and noted that the Board wished to celebrate the staff of Career Trek in this year of change

2. Approval of Agenda.

The Agenda was presented in the written report and is reflected in these Minutes.

3. Report from the Chair of the Board

Chairperson Barb Bowen provided a message in the written report. Barb made some addition remarks. She spoke of the importance of the work of all the staff of Career Trek during this past year of flux. The staff showed dedication, resilience and flexibility. Barb thanked Darrell Cole and Meghan Lavallee for their years of dedication and contribution to Career Trek and wished them well on their person career treks.

Barb also thanked the Board of Directors for their work during the last year. The Board completed a three-year Strategic Plan to guide the direction of the organization. The Board is also retaining People First HR to assist in the search and hiring of a CEO, targeting May 2019 for that process to be completed

Barb thanked Acting CEO Bill Hicks who due to unexpected circumstance was unable to attend to AGM.

4. Approval of the Minutes of the 2017 Annual General Meeting

The draft Minutes of the 2017 Annual General Meeting, held November 28, 2017, were considered.

**Moved by Katie Gross
Seconded by Greg Link**

That the Minutes of the 2017 Annual General Meeting be approved as presented.

Carried

5. 2017-18 Year in Review

Acting CEO, Bill Hicks provided a written message in the report. Lasha Stordeur, Acting Senior Director, Fund Development and Programming, spoke of the year in review. 2017-18 was a really successful year. Over 900 Manitobans were served by Career Trek. Some of the key accomplishments included:

- Partnership with Evergreen School Division to provide for students to come to Winnipeg for programming
- Participation in an international exchange with representatives of a similar program in Sofia, Bulgaria
- Launching a new database programming to help in tracking participants through their whole Career Trek journey
- Funding from NSERC helping with lesson supplies, curriculum, staffing.

This year Career Trek is continuing to meet the challenge:

- Restructuring senior team because of personnel changes
- Improvements to efficiency of payroll model
- Partnership with True North Foundation for program with Grade 11 students
- Partnership with Gonzaga Middle School for 40 students in Grades 7 and 8
- Continuing work with Seven Oaks SD Wayfinders junior staff program
- Working with Essential Skill Manitoba and Workplace Manitoba on Adult Career Trek project
- Launching Parkland program in the new year.

Thanks to program funders and supporters. Thanks to the hard working, dedicated and passionate staff.

6. Financial Report

Treasurer Vic Bellay presented the financial report.

Mr Bellay presented the audited financial statements for 2017-18 from Career Trek Auditor Gary Julius C.A. The financial statements present a clear, unqualified statement of Career Trek finances. Career Trek had \$672,214 in assets at the end of May 2018 and made a small excess of revenues over expenditures of \$22,651 for the fiscal year.

The Finance Committee (Vic Bellay, Gord Hannon and Bill Hicks) continue to meet regularly to review financial issues.

**Moved by Vic Bellay
Seconded by Gord Hannon**

That the Financial Report be approved as presented, including the Audited Financial Statements.

Carried

**Moved by Vic Bellay
Seconded by Katie gross**

That Gary Julius C.A., be appointed as Auditor for Career Trek for the Fiscal Year 2018-19.

Carried

7. Membership Committee – Slate of Candidates for Board of Directors

Colin Russell was unable to attend the meeting but submitted on behalf of the Membership Committee the following slate of candidates for election to the Board of Directors:

Vic Bellay, Barbara Bowen, Liz Choi, Katie Gross, Gord Hannon, Betty Harrylal, Ricky Lawrence, Greg Link, Colin Russell.

**Moved by Greg Link
Seconded by Gord Hannon**

That the list of candidates presented by the Membership Committee be elected to the Board of Directors for 2018-19.

Carried

The officers of the Board will be selected at the next Board meeting as provided for in the by-laws.

8. Adjournment

Moved by Gord Hannon (no seconder required for motion to adjourn)

That the meeting be adjourned.

Carried.

The Annual General Meeting was adjourned at 5:20 p.m.

Gord Hannon
Secretary